



TEXAS BOARD OF PROFESSIONAL LAND SURVEYING

12100 Park 35 Circle, Building A, Suite 156, MC-230, Austin TX 78753

www.txls.texas.gov

Phone: (512) 239-5263 Fax: (512) 239-5253

RENEWAL INSTRUCTIONS

Section 1071.303(a) of the Professional Land Surveying Practices Act states:

“A person who is otherwise eligible to renew a certificate of registration or license may renew an unexpired certificate or license by paying the required renewal fee to the board before the expiration date of the certificate or license”....

Professional land surveying performed after January 1, 2015 without a renewed registration is in violation of the Act and subject to disciplinary actions and penalty fees of \$1,500 per violation.

(1) To renew a registration prior to January 1, 2015 you must have a record of 12 hours of Continuing Education (minimum of three (3) hours must be on Board Acts & Rules and on Ethics) and submit the required renewal fee and renewal form to the Board.

(2) To renew a registration between January 1, 2015 and December 31, 2015 you must submit the late renewal form, the renewal fee, proof of continued education and the required late renewal penalty fee outlined in Section 1071.303 (b) of the Act and the following completed Certification.

CERTIFICATION FOR LATE RENEWALS

I understand that professional land surveying performed after January 1, 2015 without a renewed registration is in violation of the Professional Land Surveying Practices Act and subject to disciplinary actions and penalty fees.

I (have) (have not) practiced professional land surveying after January 1, 2015.
(Circle One)

If you have practiced professional land surveying after January 1, 2015 with an expired registration, such practice is subject to disciplinary action and penalty fees. The Board has the ability to assess up to \$1,500 for each violation of the Act and Rules. You are requested to list the number of times you have practiced professional land surveying after January 1, 2015 and before you completed your continuing education.

Practice	Description
1.	_____
2.	_____
3.	_____
4.	_____

(Attach additional forms as needed. The Board will be contacting you regarding the violations, disciplinary action and penalty fees due.)

Proof of continuing education must be included with your renewal fee.

I hereby certify, under penalty of perjury, that the information contained herein is true and correct to the best of my knowledge, information and belief.

Signature of Registrant

RPLS License Number

Print Name

Telephone Number

E-mail Address

Date